

## INTERAGENCY ADVISORY GROUP

UNITED STATES CIVIL SERVICE COMMISSION  
OFFICE OF THE EXECUTIVE DIRECTOR  
WASHINGTON, D.C. 20415

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### SUMMARY OF SPECIAL IAG MEETING

August 18, 1977

Mr. Jacobson introduced Mr. Bruce Kirschenbaum of the White House staff who briefly addressed the group. He indicated that he has been working on Government reorganizations including base closings. He reaffirmed the President's desire that employees adversely affected by these actions be given the maximum possible placement assistance and asked for the cooperation of all Federal agencies.

John Fossum, the Deputy Director of the Bureau of Recruiting and Examining, distributed memoranda from the President and Chairman Campbell, which instruct Federal agencies to do everything possible to avoid separation of Federal employees who are facing the loss of their jobs through reorganization. The President's memorandum gives the Civil Service Commission broad authority to take whatever actions are needed to provide placement assistance for displaced employees.

Mr. Fossum distributed a copy of a Civil Service Commission Bulletin 330-49, which outlines the steps the Civil Service Commission is taking to facilitate the placement of employees affected by the closing of Frankford Arsenal. The bulletin imposes hiring restrictions effective August 24, 1977, in the Philadelphia metropolitan area. Agencies in that area may not fill vacancies by reinstatement, transfer, or appointment from civil service registers until they have cleared the Defense Department's stopper list and the Commission's displaced employee list. The Philadelphia Region and Area Office of the Civil Service Commission will work closely with the Department of Defense to place affected employees in available jobs.

Mr. Fossum stated that the Commission intended to followup on the bulletin with permanent instructions which would strengthen the Federal Government's programs to assist displaced employees.

In response to a question concerning the prospect of new placement programs, Mr. Fossum indicated that the Commission was planning to have a flexible program which would be responsive to the President's mandate and the needs of all Federal agencies and employees faced with a reduction in force.

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Mr. Jacobson introduced Mr. Norman Beckman, Director of the Bureau of Intergovernmental Personnel Programs. Mr. Beckman was accompanied by Andrew Boesel, Director of the Office of Faculty Fellows and Personnel Mobility.

The Bureau of Intergovernmental Personnel Programs has been given the responsibility to plan for and administer the Presidential Management Intern Program. This program is soon to be implemented when President Carter signs the Executive Order. (Executive Order #12008 was signed 8/25/77.)

Mr. Beckman's presentation to the IAG was to get the group's ideas on how the program should be structured and administered. Mr. Beckman began by describing some of the program's basic features. These include:

- 1) A two year internship for recent graduates with advanced degrees in public management will be initiated;
- 2) Students will be nominated by their Deans;
- 3) Limits will be established for the number of nominations from any one school and it is expected that there will be between 1,000 and 1,200 total nominees;
- 4) Annually up to 250 positions will be filled by Presidential Management Interns. The positions will be dispersed among agencies and between headquarters and field offices and installations.
- 5) At the completion of the internship, participants could, at agency discretion, be converted into the career service on a non-competitive basis.
- 6) Interns will be appointed under Schedule A at the Grade 9 level.

Following this general overview, Mr. Beckman asked for comments from the IAG. Comments focused on the following areas:

- 1) Screening procedures.

A member of federal agencies did not see the need for an extensive screening operation to substantially reduce the original nominee pool. They wanted as much discretion as possible in selection. At the same time, there was a recognition that agencies and students could not effectively deal with an overly large selection pool.

- 2) Referrals

In responding to a number of questions, Mr. Beckman pointed out that students will be referred to more than one agency and agencies will have the opportunity to review the papers of all finalists.

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3) Types of jobs

Presidential Interns are to be integrated into an agency's workforce, but at the same time should be afforded the opportunity to attend special training programs and also have some job mobility built into their career development plans.

An important point made by a number of agency personnel officials was the need to realistically describe to students, deans, and agencies the types of positions to be filled through the Program. Students should recognize that they will fill Grade 9 jobs and these positions will focus on such activities as budget analysis and preparation, program analysis, procurement, personnel and the like. While some Presidential Interns may work closely with political appointees, most will be involved in on-going agency programs and activities.

IAG members felt that the Presidential Intern Program would be adversely affected if it were to have an "elitist" character.

Mr. Jacobson concluded the meeting by asking those personnel directors interested in working with the Commission in developing the program to contact the IAG Secretariat.

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| Remarks: |  |
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Please see reverse -- More about  
implementation of the President's Rose  
Garden comments on his management Intern  
Program.

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